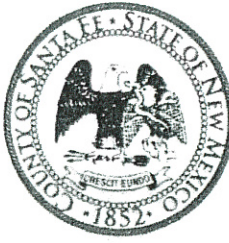


**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Rudy N. Garcia**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

**Pablo Sedillo, III**  
Public Safety Director

**To:** Santa Fe County Board of County Commissioners  
**From:** Pablo Sedillo, III  
Public Safety Department Director  
**Via:** Katherine Miller  
County Manager  
**Date:** January 9, 2019  
**Re:** SFC Public Safety Department Monthly Report for December 2018

The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of December 2018.

### **CORRECTIONS DEPARTMENT** **Adult Detention Facility (ADF)**

- During the month of December the Santa Fe County Adult Detention Facility had 560 intakes and 595 releases.
- December Vacancy Rate for Detention Officers was 15%.
- ADF Roof Project continues, contractors continue to work on the echo portion of the building.
- 40 hour in service make up training was conducted.
- Department Administrator and Training Division ran a booth for the Adult Facility, at a Law Enforcement Job Fair in Albuquerque on December 18, 2018 in the hope of recruiting staff for vacant positions.
- 1 Academy was conducted during the month of December with 5 cadets successfully completing and graduating. Active Corrections Academy is running in efforts of retaining staff for the Corrections Department.

### **Electronic Monitoring Program**

- Providing services to 303 clients.
- There were 66 successful releases for November.
- Clients Financial Obligation – Paying- 24%, Waived - 7%, Unemployed - 67%, Out of County - 2%.

### **Youth Development Program (YDP)**

- On December 4<sup>th</sup> a series of budget meeting were conducted for the different departments within the Youth Development Program. Any major capital requests were brought up in these meetings.
- December 5<sup>th</sup>-7<sup>th</sup> Santa Fe County Youth Development had their annual inspection by Children, Youth and Family Department. YDP is currently waiting on their report.
- Judge Lidyard wanted a better understanding of the building and the program. He visited and toured the facility on December 12<sup>th</sup>.
- On December 22<sup>nd</sup> Life Skills Worker I, Paul Candelaria started with YDP.
- The progress of the new camera system at YDP is approximately 95% complete.

**December 2018**

<b>Intakes</b>	<b>22</b>
<b>Releases</b>	<b>21</b>
<b>Male Intakes</b>	<b>14</b>
<b>Female Intakes</b>	<b>8</b>
<b>Average Daily Population</b>	<b>12</b>

**FIRE DEPARTMENT**

December 2018

*Administration, Facilities, Fleet*

- Advertised a new Quartermaster position. Quartermaster will assist in managing department inventory. Interviews to be conducted in January.
- Received a new Stanley Fire District Brush truck.
- Self-Contained Breathing Apparatus (SCBA) specifications approved by the State Fire Marshal's Office in preparation for going out to bid for procuring new packs and expending Fire Grant Council funds.
- Worked with the District Chiefs in order to complete FY20 District budgets.
- Specifications for automated chest compression devices completed. Will go out to bid in January.
- Continued work with Legal on an updated volunteer incentive plan. The Resolution will move forward to the Board on January 8, 2019.
- Ambulance revenue for the month: \$135,568.
- Work continues on the updated Five Year Plan. We anticipate a final draft available in January or February for consideration.

*Operations and Training*

Emergency Responses/729 total - 150 Fire Incidents and 579 EMS Incidents

- Career Cadet Fire Academy will complete the Firefighter 1 and 2 modules in early January with testing to follow at the NM Firefighters Training Academy in early January. December activities for the five cadets also included live burn evolutions, vehicle extrication, pump operations, and driving skills.
- Completed Lieutenant testing for 7 successful career firefighters who will move into the Acting in Capacity program for calendar year 2019.
- Three Paramedic students are doing well in the Albuquerque Fire Training Program. They are about half way through the training program.
- Provided onsite open door sessions for field providers to meet directly with our Medical Director, Ryan Hodnick.
- Completed EMT recertification classes throughout the month for Fire Department Medics and Nurses from the Detention facility.
- Began the annual EMT license renewal process for all department members.
- Also began the District EMS Fund Act application process for all Districts.
- Submitted paperwork for our renewal NM Pharmacy Clinical and controlled substance licenses.



### *Fire Prevention and Wildland*

- Development Reviews, Adjustments and Variances – 36
- Site visits and applicant meetings – 58
- Burn Permits issued - 46
- Complaints and follow-up - 4
- Annual Inspections – 9
- Fire Protection Systems Review – 7
- ISO Requests – 1
- Code Research and Development - 12
- Fire Prevention related trainings – 2
- Film and special event management – 3
- Fire Hydrant Operations – 1
- Emergency Response – 1
- Additional areas of concentration for the Prevention Division include: successful BCC approval of the 2015 International Fire Code and the 2015 International Wildland Urban Interface code. Hiring process underway to fill one Fire Prevention Specialist position; Inspector Adrian Perea successfully received his Fire Inspector 1 certification.
- Wildfires in the County – 0
- Number of acres burned in the County – 0 (342 acres this calendar year)
- RX fires – 1
- Properties assessed for fire hazards - 0
- Wildland Firefighters trained – 8
- Hazardous Fuels mitigation – 8 acres
- Additional areas of concentration for the Wildland Division: working with staff from State Forestry, Edgewood and Pojoaque Soil and Water Districts to access private and project hazardous fuels and mitigation funding. Continued maintenance work on past projects to include State Trust Lands, Arroyo Salado, Apache Ridge and Little Tesuque Creek. We have been awarded another YCC grant for 2019. Reposted YCC positions (2 vacant), and prepared job descriptions to advertise full-time career wildland positions in January.

### *Volunteer Recruitment and Retention*

- New member applications recruited and approved this month – 3 (YTD 71)
- Reviewed and approved 165 volunteer incentive program timesheets.
- Conducted new member orientation class for 19 new volunteer members.
- Received purchase orders for DOT physicals and drug screening for volunteer ambulance drivers.
- Preparing scope of work for volunteer firefighter physicals program.
- Participated in career Lieutenant testing process and conducted extensive work on the updated Five Year Plan and the current recruit training academy.
- Facilitated transition for 4 new incoming District Chiefs and prepared training curriculum and materials for three District Officers classes scheduled for January.
- Assisted with receipt and distribution of new protective clothing and staff uniforms.

### *Emergency Management*

- Technical Rescue Team transitioned into a new response vehicle that will allow for a more efficient response.
- Staff deployed Incident Rehabilitation services for firefighters during an extended structure fire in La Cienega.
- The Multi-Casualty Bus was deployed to a natural gas leak at the Pojoaque High School to shelter students if necessary.
- Emergency Management staff facilitated the procurement of new and replacement department radios.
- At the end of the month staff was involved in hazardous weather monitoring.
- Operational Readiness checks conducted on Emergency Management/Fire Department assets.

### **RECC**

- Operations
  - Total Telephone Calls Handled (incoming and outgoing)
    - December – 29,576
  - Total calls Received via 911
    - December – 6,661
  - County calls requiring response agency dispatch
    - December – 5,963
  - City calls requiring response agency dispatch
    - December – 8,749
  - Town of Edgewood calls requiring response agency dispatch
    - December - 587
- Staffing
  - Vacancies
    - 11 Trainee Positions
    - Currently awaiting HR approval for re-employment for an ECS III



